

34.1 Requests for Production or Inspection.

- (a) **Form of Response.** In responding or objecting to requests to produce or inspect, the party must first state verbatim the propounded request and immediately thereafter the party's response or objection.
- (b) **Certificate of Service.** The demanding party, upon serving a request for production or inspection, must file a certificate of service. The responding party must also file a certificate of service upon serving a response.
- (c) **Alternative Methods of Service.** If all parties agree, requests and responses or objections may be served by e-mail or fax.